



State of Tennessee Department of Children's Services New/Revised Policies and Updates

TO: All Department of Children's Services Employees
FROM: Mary Hubbert, Policy Development Coordinator
Planning and Policy Development
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Below is a listing of new/revised policies and policy related updates. **As policies and procedures and/or forms and other documents are revised, please ensure they are reviewed with applicable COA documentation to ensure accuracy. Some policy numbers or titles may have changed depending on integration with other policies, deletion of policies, etc.** Applicable COA, ACA and other applicable standards will be listed in the "Standards" section of the policy indicating the policy has been revised to comply with Standards as applicable.

If there are questions or if other information needed, please contact the Policy Development staff in the Policy, Planning and Performance Management Division.

| | Pol. # | Policy/Other Item | Pol. Chpt | Effective/ Revision Date | **Forms Associated with Policies and Procedures | Summary of Policy Revisions/Other Information |
|----|--------|-------------------------------------|-----------|--------------------------|---|---|
| 1. | 15.11 | Adoption Assistance | 15 | 09/15/07 | CS-0460 Intent to Adopt/Adoption Assistance Application CS-0674 Special or Extraordinary Rate Request CS-0513 Adoption Assistance Agreement CS-0459 Adoption Assistance Renewal Affidavit CS-0686 Notice of Denial, Termination, or Change in Adoption Assistance CS-0403 Appeal for Fair Hearing CS-0493 Standard Claim Form Substitute W-9 | Policy revision: Supersedes 15.11, 11/01/06; Sections L, 3, a, and N revised. *Requires major policy review. |

***Major Policy Review:** Policy revisions are substantial; (i.e., revisions are in one or more sections that may impact current practice or process)

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****Minor Policy Review:** Policy revisions are minor; (i.e., revisions consist of minor editing or "word-smithing" and does not impact current practice or process).